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County of Los Angeles
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September 17, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**DEPARTMENT OF PARKS AND RECREATION:
ESTABLISH CRESCENTA VALLEY SKATE PARK PROJECT
CAPITAL PROJECT NO. 69700
FIFTH DISTRICT
(3 VOTES)**

SUBJECT

Approval of the recommended actions will establish the proposed Crescenta Valley Skate Park and allow the Department of Parks and Recreation to proceed with conceptual plan design and cost estimate for the proposed new skate park at Crescenta Valley County Park.

IT IS RECOMMENDED THAT THE BOARD:

1. Establish the proposed Crescenta Valley Skate Park Project, Capital Project No. 69700.
2. Authorize the Director of Parks and Recreation, or his designee, to use a Board-approved as-needed design consultant to provide conceptual plan design and cost estimate services for a not-to-exceed fee of \$163,574 for the proposed Crescenta Valley Skate Park Project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will establish the proposed Crescenta Valley Skate Park Project (Project) and allow the Department of Parks and Recreation (Department) to use a Board-approved as-needed design consultant, Withers and Sandgren LTD (design Consultant), to provide conceptual plan design and cost estimate for the proposed Project.

The proposed Project design consists of a new in-ground concrete skate park, approximately 10,000 square-foot in size, security fencing, perimeter landscaping, and other amenities, such as drinking fountain and bleachers. The design will also include Americans with Disabilities Act (ADA) upgrades to parking stalls and path of travel to the existing restroom building.

The design Consultant will provide a Project schedule and general development requirements, survey map, soil reports; identify necessary regulatory permitting, compliance and jurisdictional constraints; develop a conceptual design through site analysis and three community outreach workshops; and provide conceptual grading and utility plans, conceptual plan probable cost estimate, and perspective renderings.

Upon transfer of the proposed Project's conceptual plan design and cost estimate to the Department of Public Works (Public Works), Public Works will return to the Board for approval of the proposed Project budget and schedule.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs the provision of Fiscal Sustainability (Goal 2) by investing in new facilities that will enhance recreational activities for County residents.

Green Building/Sustainable Design Program

The proposed Project will support the Board's Green Building/Sustainable Design Program by incorporating a vegetative swale to capture, percolate, and filter storm water runoff from the new skate park; and installing waterless urinals and low-flow toilets in the renovated restroom facilities to increase onsite water conservation.

FISCAL IMPACT/FINANCING

The design Consultant's fee is for a not-to-exceed amount of \$163,574. Sufficient appropriation is available in the Fiscal Year 2013-14 Capital Project/Refurbishment Budget (Capital Project No. 69700) to fund the design fee.

The current total Project budget is \$800,000, which is funded with Utility Users Tax-Cy Pres II. Upon transfer of the Project's conceptual plan design and probable cost estimate to Public Works, Public Works will return to the Board for approval of the Project budget and schedule.

Operating Budget Impact

The Department anticipates a one-time, start-up cost of approximately \$16,000 for bleachers and dedication; and ongoing operating costs of approximately \$79,000 for recreation personnel, maintenance, and utilities.

The Department will work with the Chief Executive Office to determine the appropriate level of funding and will submit a New Facilities request in the appropriate year the proposed Project is complete.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to the Board's Civic Art Policy, adopted on December 7, 2004, and revised on December 15, 2009, upon the Board's approval of the proposed Project, the proposed Project budget will

include 1 percent of design and construction costs to be allocated to the Civic Art Fund.

Data regarding the design Consultant minority participation is on file with the Department.

ENVIRONMENTAL DOCUMENTATION

The recommended action is not a project under the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by Section 15378(b) of the State CEQA Guidelines. The proposed activity is an administrative activity of government, which will not result in direct or indirect physical changes to the environment. The appropriate environmental documentation will be completed and submitted to the Board for consideration when Public Works returns to the Board for approval of the proposed Project.

CONTRACTING PROCESS

On May 17, 2011, the Board awarded and authorized the Director of the Department, or his designee, to execute consultant services agreements with Design, Community and Environment; Post Buckley, Schuh & Jernigan, Inc., dba PBS&J; RBF Consulting; RJM Design Group, Inc.; Sapphos Environmental Inc.; and Withers and Sandgren LTD, for a not-to-exceed fee of \$1,000,000 annually, to provide as-needed planning, environmental, and architectural/engineering services for various County projects for a three-year term with two one-year extensions; provided however, that the expiration date of the contracts is subject to the following condition: where services for given projects have been authorized, but are not completed prior to the stated expiration date, the expiration date of the agreements is extended to allow for completion of such services.

Withers and Sandgren LTD was selected by the Planning and Development Agency from the Department's approved list of as-needed consultants to provide design consultant services for the proposed Project. The fee for the design Consultant's services is a fixed fee determined by negotiation between County and Consultant based on the Consultant and Sub-Consultant(s) Fee Schedules included in Attachment C of its Consultant Services Agreement No.10329 approved by the Board on August 8, 2011. The negotiated fee has been reviewed by the Department and is considered reasonable for the scope of work.

The conceptual plan design and cost estimate services are needed to better meet the community's needs, and will be completed by the design Consultant for a not-to-exceed fee of \$163,574.

The design Consultant's fee schedule, Community Business Enterprise participation data, and three-year contracting history with the County are on file with the Department.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed Project will have no impact on current County services.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Facilities and Asset Management Division; and the Department of Parks and Recreation.

The Honorable Board of Supervisors

9/17/2013

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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA

Chief Executive Officer

WTF:SHK:DJT

SW:VM:zu

c: Executive Office, Board of Supervisors
County Counsel
Arts Commission
Internal Services
Public Works